

**Check Invoices**

- Logon to TeamUnify (WAC)
  - Go to MyAccount
    - Go to Billing
      - Go to Invoices & Payments

The screenshot displays the 'Invoices & Payments' interface. On the left is a navigation sidebar with options like 'Hello, Wolverine Aquatics Club', 'USAS Safe Sport', 'TU Updates', 'My Account', 'Team Tools', 'Events & Competition', 'Business Tools', 'Team Resources', 'Website Design', 'Help & Training', and 'View team website...'. The main content area shows a summary of account charges, indicating that the current total owed is \$0.00 and the account is in a 'Paid-In-Full' status. It also shows that no new charges were posted this month and no payments were made.

Account Charges Summary	
Current Total Owed this Month: <b>\$0.00</b>	<a href="#">Learn About Your Billing Summary</a>
Account Status: Paid-In-Full	New Charges Posted this Month: \$0.00
Your Total Outstanding Balance: \$0.00	Payments You've Made this Month: \$0.00

- Notes:

- *The screen shot is for your account and current quarter or month depending on your Billing Roster.*
- *Sierra College (Senior 1,2, Pre-Senior 1,2,3) will have a 0 invoice for the Recurring Quarter because all Sierra College swimmers are billed and invoiced through Sierra Community program.*

- Action:

- At the bottom of the screen, select Billing History to view the monthly/quarterly invoice select the Date or Select View and Print.